NATURAL NEWS

The Field Museum
Exploring
The Earth And Its
People

Weekly Staff Newsletter
May 7, 1999

Designers bring home eight AAM awards

The Graphics division of the Exhibits department is proud to announce the winners of the 1999 AAM Museum Publications Design Competition. We did very well this year, with eight awards in total – second only to the Smithsonian in total awards and beating out the Getty, the Guggenheim, the National Gallery, and the Art Institute of Chicago, but who's counting? This is especially gratifying because the jurying is getting tougher every year. This year's judges came from the Library of Congress, the National Gallery of Art, and the Smithsonian, to name a few. The Environmental and Conservations Programs brochure, designed by **Jim Costello**, won First Prize in the Supplementary Materials category. Here are the other winners:

Posters

Living Colors: A Butterfly Garden
Dirk Urban, Design, Honorable Mention

Books

An Explorer's Guide to the Field Museum
Studio Blue, Design, Honorable Mention

Calendars

1999 Women's Board Calendar
David Hodges, Design, Honorable Mention

Invitations to Events

The Field Associates Invitation to the *Dino-Mite Nite* event
Jim Carlton, Design, Honorable Mention
Women's Board invitation to the *Biker's Ball*
David Hodges, Design, Honorable Mention

Educational Resources

Education Programs for Students and Teachers
Margo Perman, Design, Honorable Mention

Supplementary Materials

Africa, Discovery, Understanding and Conservation at The Field Museum
Lori Walsh, Design, Honorable Mention

Congratulations to all the designers and to everyone that worked on these successful projects. And thanks to all of you for giving the designers such terrific subject matter!

Submitted by **Jean Cattell**

FIELD NOTES

Week of May 10

Public Events/Special Events

Dinosaurs & More
• Monday 10 a.m., SFH/JST

National Science Olympiad
• Thursday & Friday

Staff/Volunteer Events

Tuesday Noon Seminar Series
• Zoology Classroom

Aerobics Class
• Tuesday & Thursday 5 p.m.
Ground Floor, East Stairwell

ATTENTION MOVIE BUFFS

Call or stop by the Human Resources office for discounted movie tickets for Loews/Cineplex Odeon/Sony Theatres for only $5.

Development welcomes new staff member

The Development Department is pleased to welcome **Anne Haskel** as Director of Corporate Sponsorships and International Development. Anne joins us from the Solomon R. Guggenheim Museum in New York where she managed both sponsorships and corporate memberships. Prior to that, she worked at Blumka Gallery, also in New York, dealing in medieval and Renaissance art; at the national office of the Planned Parenthood Federation; and in the housing rehabilitation field (for which she holds a Master of Science from Columbia University). Should you find Anne wandering the halls, please have mercy and direct her back to our offices.

Submitted by **Willard White**

News from Corner Bakery

In response to requests from Museum staff, the Corner Bakery has changed its hours of operation. We will now be open at 9 a.m. on Sundays, and at 7:45 a.m. Mondays through Saturdays. We hope this will accommodate some of the early risers of The Field Museum.

We have also introduced some new menu items, with more coming in the summer. There are three new salads and some new soups and stews, as well as some new sweets that will be here in the late spring. As of April 29, we also have four great flavors of frozen beverages: Chilly Navel (a.k.a. orange julius), Nonfat Latte, Malted Mocha, and Frozen Hot Chocolate.

During this promotion there is also a price break. So come in and cool off.

Submitted by the Corner Bakery

Tuesday At Noon Seminar Series continues

Drs. Teresa Horton and Bradley Sageman of Northwestern University will give a seminar titled "Pennies for Pedagogy." They are developing a college course for non-science majors that conveys the importance of basic research and how research is done. They hope to give these students insights into the culture of science and a more informed basis for judging scientific arguments based on "scientific evidence." Learn more about this innovative program by joining us at 12 noon in the Zoology classroom on May 11.

Submitted by **Bill Burger**

Change in ID badge request process for interns

In order to assist in the centralization of the internship program and aid in the tracking of all interns, effective immediately the ID request process for interns will change. The Human Resources Department will now be responsible for requesting ID badges for all interns (both paid and unpaid). This change will standardize the process and will be similar to the current processes for staff and volunteers. Security will no longer process requests for intern badges from individual departments. Due to this change, the $10 deposit for unpaid interns will be eliminated. Given that Human Resources will be maintaining this procedure, interns now will need to schedule a brief exit interview at the end of their internship. At that time we will go through the required paperwork, including an evaluation of the internship program, as well as collecting ID badges.

If you plan to have a summer intern, please contact me at ext. 522 as soon as possible so that proper paperwork can completed. This needs to be done prior to the intern's start date so that ID badges can be processed on the day the intern begins.

Submitted by **Tracey Pilch**

TELEPHONE RENOVATION UPDATE:

- The night of May 21 remains the date for cutover to our renovated telephone system and new voicemail.

- Service is expected to be complete in the early morning hours of Saturday, May 22nd. However, there are sometimes glitches in any conversion of this magnitude. Most utilized and security/safety related service will have priority. Expect a fully functioning system at all desksets at opening of business on Monday, May 24th.

- The new system is direct dial from outside the museum. Encourage your outside callers to use your new 7 digit telephone number. The main number to the Field Museum remains 312-922-9410 should they require other museum services or an attendant.

- In coordination with the business card order form that appears in this issue of the Natural News, your departmental representative will receive revised new telephone number assignments Friday, May 7 and Monday, May 10.

- Training for the new voicemail system will be available May 20th and 21st. Schedules will be provided to your departmental representative along with revised new telephone number assignments.

- Help Desk assistance will be available Monday, May 24th.

- Thanks to a most recent package available from our new voicemail provider, fax/voicemail boxes are now available to a larger group of people.

  This means that you can have one telephone number for both voicemessages and fax. The process is as follows:

  1. A caller sends a fax to your telephone number.
  2. You pick up your handset and hear a pleasant tone letting you know you are being sent a fax.
  3. You replace the handset and the fax is sent to your voice/fax mailbox.
  4. When you retrieve your messages at the office or outside, you will hear something to the effect: "you have 3 voice and 2 fax messages".
  5. You will be prompted as to where you would like to send the faxes.
  6. Faxes can be sent to any fax machine or computer if equipped to receive faxes. Or the fax can be sent to another with an introductory voice message recorded by you.

Should you use this option, be sure to consider whether it is truly the best option for the way your position functions.

- On the reverse side of this notice are several suggested scripts to inform your callers of new telephone numbers. Post Cards will be included with revised telephone lists and will be available through your departmental contacts.

Submitted by: Lou French, Manager, Facility Planning & Operations, email: lfrench

EXAMPLES TO HELP INFORM YOUR CALLERS OF NEW TELEPHONE NUMBERS...

Suggested telephone greeting:

"This is Lou French, Manager of Facility Planning & Operations. As of May 22nd, this extension will change to a direct dial number: 665-7390. At the tone you may leave a message."

Encourage your callers to "Dial Me Directly"

(Note: Within the museum that the last 4 digits of the direct dial number will reach your phone internally.)

Suggested fax/letter script:

On May 22, 1999, the telephone numbers in our department will be changing from extensions to direct dial numbers.

The following is an updated list of our telephone numbers as of that date:

Sophia Shaw	**Director**	**665-7320**	**phone/fax**
Martina Hough	**Department Coordinator**	**665-7321**	**phone**
Francie Muraski-Stotz	**Senior Developer**	**665-7352**	**phone/fax**
...			
Departmental Fax	**Design and Production**	**665-7322**	**fax**
...			

At our new direct-dial numbers, if the person you are calling is available, you will be connected just as before. If the person you are calling is not available, you will be transferred to their voice or phone/fax mailbox. You will hear a greeting and then be able to leave a detailed message.

If the person you are calling has a phone/fax telephone number, you simply enter that number on your fax machine to send them a fax. The fax is stored in their mailbox and is received when they retrieve their messages.

The main number to the Field Museum remains 312-922-9410 should you require other Field Museum services or an attendant.

Submitted by: Lou French, Manager, Facility Planning & Operations, email: lfrench

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Business Card Update

By now you know that the new phone system will be up and running before the end of this month. Because everyone is going to be getting a new phone number, those of you who use business cards on a regular basis will need to order a new supply.

Today, order forms are being distributed to designated representatives in each department (see list on back of this insert to find the representative for your department). After receiving your form from your departmental representative, it is very important that you fill it out (completely and legibly) and **return your business card order form to your departmental representative by or before Friday, May 14th**. If you miss the May 14th submission deadline, your business card order will not be included with this print run, and you will have to wait until the next printing to receive business cards.

Once your departmental representative has submitted your business card order forms to me, the information for each card will be typeset. After all cards have been typeset, your departmental representative will receive a proof sheet on the morning of Friday, May 21st. In order to avoid delay, **all proof sheets must be checked for accuracy, corrected if necessary, and returned to me by the afternoon of Friday, May 21st**. Once the necessary corrections have been made to the typeset cards, they will be submitted to the printer.

Your departmental representative will be notified when your cards arrive from the printer (most likely the first or second week in June).

As you might imagine, gathering all of the necessary information for these cards is a rather cumbersome project. By doing your part—filling your order form out correctly and completely and getting it to your department's representative on time—you ensure that your cards will be done as quickly as possible and that a late or incorrect submission will not delay the process for you or for the rest of the Museum staff.

Thank you for your help.

Marla Camp

DEPARTMENTAL REPRESENTATIVES

Academic Affairs Office, Karsten Lawson

Anthropology and CCUC, Sheila Wheatley

Auxiliary Services (Special Events, Vending, Museum Stores and Restaurants), AnJanette DeCoudreaux

Botany, Susan Hamnik

Institutional Advancement, Rodger Patience

ECP, Veronica Alexander

Education, Lisa Niziolek

Exhibits, Martina Hough

Exhibit Development, Kara Deniston

External Affairs, Elree Smith

Facilities, Lou French

Finance (VP, Accounting, Purchasing, Budget, Financial Operations), Julie Baker

General Counsel's office/Board Relations, Nancy DeDakis

Geology, Carter O'Brien

Human Resources, Mail Room, Print Shop, Joanna Surveyor

Information Services, Jim Koeppl

Library, Michele Calhoun

Marketing/Museum Affairs, Dorothée Jean-Charles

Membership, Susan Webb

Photography, Nina Cummings

President's Office, Helen Green

Public Relations, Laura Dini

Public Services (A/V, Visitor Services, Housekeeping, Security, Shipping), Jackie Benitez

Zoology, Mary Johnson

ACADEMIC AFFAIRS

Willard, Kerbis in Belgium to discuss biodiversity

Dave Willard and **Julian Kerbis** have just returned from several days at the Royal Museum for Central Africa, Tervuren, Belgium. They participated in discussions with representatives from Makerere University (Uganda), The Natural History Museum (London), Royal Museum for Central Africa (Belgium), Centre for Tropical Biodiversity (Copenhagen), and World Conservation Monitoring Centre (England). The goal of the project will be to improve biodiversity conservation in the Albertine Rift Area of Endemism through data acquisition and sharing. Host countries include Uganda, Rwanda, Burundi, Tanzania and the Democratic Republic of Congo. Distributions of select Albertine Rift organisms will be plotted and gaps will be filled by future field surveys. Targeted organisms in the database project include birds, mammals and perhaps other well-studied groups for the region (e.g. flowering plants, spiders, butterflies). Dave and Julian are especially seeking input from potential collaborators in the field of botany.

Julian started his career at Field Museum in 1976 (!) as a volunteer, before becoming a graduate student-in-residence, Collection Manager in the Division of Mammals, Research Associate, and more recently, as an Adjunct Curator in the Department of Zoology. Julian is also a Research Associate in the Department of Anthropology at the University of Chicago.

Terrell Goes To Washington

On April 28, **John Edward Terrell**, Curator of Anthropology, went to Washington, D.C. to give the opening lecture in a six-week educational series on "Pacific Islanders: Explorers of the Blue Horizons" sponsored by the Smithsonian Institution's Resident Associates Program. On Thursday he was given an intensive 3-hour tour of the entire Suitland complex—including the new Native American Cultural Resources Center (CRC)—by the Director, Head Conservator, and the two Facilities Managers at the MSC and CRC. On Friday, he visited all of the museums below the Quadrangle, and spoke briefly with staff there, including the Facilities Manager. Everyone was extremely friendly, open, and helpful.

Field Museum Philippines book wins award

Vanishing Treasures of the Philippine Rain Forest, the Field Museum's 1998 publication written by **Larry Heaney** (Zoology) and **Jack Regalado** (Botany), has received an award from *Foreward* magazine as Environmental Book of the Year, Bronze Finalist for 1998. *Foreward* is a trade magazine for small and specialized publishers. The book has been selling well, with about half of the printing of 5,000 sold in the year since it first appeared. The University of Chicago Press, which is distributing the book for the Museum, and is the largest academic press in the United States, has had it on its internal "best-seller" list for most of the year.

$$ FINANCE FORUM $$

Reminder: check envelope recycling

Every week when checks are issued, we distribute hundreds of window envelopes throughout the Museum. If you reuse these, great. If they are piling up in your office or getting thrown away, please return them to **Kim Greene** in the Finance Department to be recycled for employee check distribution.

Dear All of You:

I am better.

I had a glial tumor on the left side of my brain, a part of the brain primarily responsible for memory. The surgeon thought he could get 80-90% of it, and he warned me of the risks of damage to my various functions – especially memory and sight.

Now it is two-and-a-half weeks after the surgery. The tumor was renamed a dysembryo plastic neuro epithelial tumor (since diagnosis is more or less a guess, recharacterization is common). I am clueless about what the new name means. The growth is gone. It was all benign. The first week after surgery I lost a lot of function, but now I pass every test they give me for function. Myself, I read John Updike and he makes sense, so I figure that is all the function I am worried about. I also went to my last class two days ago and felt I could function well as a teacher, which was reassuring.

I wanted to thank all of you for your cards, well-wishes, prayers, candles – everything helped me along. Once I have more than a quarter-inch of hair (to satisfy my vanity and hide my arch scar), it would be nice to see you.

Sincerely,
Richard Koontz

MAY ANNIVERSARIES

Angel Feliciano	Museum Stores	5 years
Jim Croft	Finance & Administration	15 years

CONGRATULATIONS!

FAN MAIL

RE: The Chicago Chamber Musicians' Family Concert at The Field Museum, February 21

Dear Mr. **[John] McCarter:**

The Field Museum staff was absolutely terrific to work with, especially **Joe Byrnes**. I thank you for your support of their efforts. We are very much looking forward to our May 2000 collaboration.

Sincerely,
Amy Iwano
Executive Director, The Chicago Chamber Musicians

Natural News

The *Natural News* is edited by **Rodger Patience** in the Development office (ext. 617, patience@fmnh.org) and **Erica Kelly** in the Finance Department (ext. 584, ekelly@fmnh.org). Submissions are welcome via e-mail or on disk in Microsoft Word or WordPerfect format. The deadline for submissions is Tuesday at noon. Remember – write early and often!